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THE UNIVERSITY
OF MICHIGAN

LIBRARY SCIENCE
LIBRARY

FORTIETH

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ANNUAL REPORT

OF

From
The Wilmington Institute
(Pres. or Libr.)

OF

WILMINGTON, DEL.

1896 AND 1897.



FORTIETH

ANNUAL REPORT

OF

The Wilmington Institute

OF

WILMINGTON, DEL.

1896 AND 1897.

WILMINGTON, DEL :
ARTHUR K. TAYLOR,
1897.



LIST OF EX-PRESIDENTS
of
THE WILMINGTON INSTITUTE.

For Term ending April,	1859,	JOSHUA T. HEALD.
"	"	" 1860, WILLIAM CANBY.
"	"	" 1861, SAMUEL BIDDLE.
"	"	" 1862, WILLIAM S. HILLES.
"	"	" 1863, GEO. W. BUSH.
"	"	" 1864, DR. WM. R. BULLOCK.
"	"	" 1865, DR. J. F. VAUGHAN.
"	"	" 1866, JOHN H. ADAMS.
"	"	" 1867, JOHN P. McLEAR.
"	"	" 1868, S. M. HARRINGTON.
"	"	" 1869, DANIEL W. TAYLOR.
"	"	" 1870, WILLIAM H. SWIFT.
"	"	" 1871, ANTHONY HIGGINS.
"	"	" 1872, WILLIAM M. CANBY.
"	"	" 1873, GEO. H. BATES.
"	"	" 1874, MAHLON M. CHILD.
"	"	" 1875, REV. T. GARDINER LITTELL.
"	"	" 1876, HOWARD M. JENKINS.
"	"	" 1877, WILLIAM S. AUCHINCLOSS.
"	"	" 1878, JOHN C. COLE.
"	"	" 1879, SAMUEL A. MACALLISTER.
"	"	" 1880, HENRY C. CONRAD.
"	"	" 1881, FREDERIC H. ROBINSON.
"	"	" 1882, DAVID W. HARLAN.
"	"	" 1883, STANSBURY J. WILLEY.
"	"	" 1884, GEORGE A. ELLIOTT.
"	"	" 1885, T. ALLEN HILLES.
"	"	" 1886, DR. CHAS. R. JEFFERIS.
"	"	" 1887, DR. JOHN M. CURTIS.
"	"	" 1888, ISAAC T. JOHNSON.
"	"	" 1889, THOMAS K. PORTER.
"	"	" 1890, WALTER D. BUSH.
"	"	" 1891, CHARLES W. PUSEY.
"	"	" 1892, LINDLEY C. KENT.
"	"	" 1893, VINCENT G. HAZARD.
"	"	April 1894, WILLIAM P. TAYLOR.

(Re-elected.)

OFFICERS FOR 1897-98.

PRESIDENT,

WILLIAM P. TAYLOR.

SECRETARY AND TREASURER

FREDERIC H. ROBINSON.

BOARD OF MANAGERS.

Term Expires April, 1898.

VINCENT G. HAZARD.

WALTER D. BUSH.

Term Expires April, 1899.

WILLIAM P. BANCROFT.

WILLIAM P. TAYLOR.

Term Expires April, 1900.

WM. MICHAEL BYRNE.

JOHN P. NIELDS.

Term Expires April, 1901.

WILMER PALMER.

ELLWOOD C. JACKSON.

Term expires April, 1902.

ISAAC T. JOHNSON.

LINDLEY C. KENT.

EX OFFICIO.

Mayor of City of Wilmington,

CHARLES R. JEFFERIS.

President of City Council,

JESSE K. BAYLIS.

Chairman Finance Com. City Council,

FRANCIS J. McNULTY.

President Board of Public Education,

CHARLES BAIRD.

Chairman Committee on Teachers, Board of Public Education,

JOHN PYLE.

Superintendent of Public Schools,

DAVID W. HARLAN.

STANDING COMMITTEES.

1897-98.

FINANCE COMMITTEE.

WALTER D. BUSH.
WILLIAM P. BANCROFT.
CHARLES BAIRD.
FRANCIS J. McNULTY.
VINCENT G. HAZARD.

PROPERTY COMMITTEE.

WILMER PALMER.
LINDLEY C. KENT.
JOHN PYLE.
CHAS. R. JEFFERIS.
JESSE K. BAYLIS.

COMMITTEE ON LIBRARY AND READING ROOMS.

ISAAC T. JOHNSON.
ELLWOOD C. JACKSON.
DAVID W. HARLAN.
JOHN P. NIELDS.
WM. MICHAEL BYRNE.

LIBRARY STAFF.

LIBRARIAN,

WILLIS F. SEWALL.

ASSISTANT LIBRARIAN,

MARY A. RESAG.

CATALOGER,

HELEN MAROT.

ACCESSION CLERK AND TYPEWRITER,

IRENE D. HILLEGAS.

ATTENDANTS AT DELIVERY DESK,

IN ORDER OF APPOINTMENT.

JEAN L. ARNOTT,
LILLIE C. BRYER.

KATHARINE M. BRADFORD.

ANNA M. SAYERS,

BERTHA L. BURKI.

SAMUEL EASTBURN.

SUBSTITUTES,

ISABELLA V. LUMMIS.

MARY H. O'DONNELL
BEULAH W. HARRIOTT.

JANITOR,

MICHAEL T. STERLING.

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Extract From Minutes
of
Annual Meeting of Board of Managers.

WILMINGTON, DEL., April 20, 1897.

The meeting was held in the Librarian's room at the Institute. After the transaction of the monthly routine business,

"The Librarian read his annual report.

"The Secretary read the annual reports of the Property Committee and the Committee on Library and Reading Rooms.

"The President read his annual report.

"Mr. Bancroft moved that the printing of the reports be left with the Secretary, as heretofore, with authority to omit portions of them if the Library Committee shall so advise. Carried.

"Mr. Kent moved a committee of three be appointed by the chair to nominate officers for the ensuing year. Carried. The chair appointed Messrs. Bancroft, Bush and Palmer. After consultation the committee reported the following nominations: For President, William P. Taylor; for Secretary and Treasurer, Frederic H. Robinson. Mr. Bush moved that Mr. Byrne cast the ballot of the Board for the persons nominated by the committee. Carried. Mr. Byrne did so, and the President declared them duly elected for the ensuing year.

"On motion adjourned."

FREDERIC H. ROBINSON,

Secretary.

Following are the annual reports of officers and committees :

Annual Report of Treasurer

To the Board of Managers. Fiscal year ending February 28th,
1897 :

*Frederic H. Robinson, Treasurer, in account with The Wilmington
Institute :*

DR.

To cash on hand March 7, 1896, - - - -	\$	78 49
“ rents, - - - -	\$5,565 65	
“ from Board of Public Education, -	5,696 24	
“ dues on stock held in trust, -	871 70	
“ “ “ 1 share stock, - -	2 30	
“ payment for non-residents, -	231 73	
“ fines, - - - -	353 98	
“ from books reserved, - -	50 63	
“ “ lost and damaged books and cards, - - - -	17 47	
“ “ sale of Finding Lists, -	5 50	
“ “ “ books, - - - -	2 20	
“ insurance dividends, - - - -	27 48	
“ interest on deposit, - - - -	7 46	
“ dividend, Shipley St. Sewer Co., -	43 50	
“ from Joseph Bancroft & Sons Co., towards maintenance of Rockford branch, - - - -	250 00	\$13,125 84
		<hr/>
		\$13,204 33

CR.

By cash for fuel, - - - -	\$ 657 09
“ “ light, - - - -	724 80
“ “ insurance, - - - -	411 25
“ “ salary of Janitor, - - - -	480 00
“ “ repairs, - - - -	357 21
“ “ water rent, - - - -	24 84
“ “ alterations, - - - -	114 44

By cash for salaries of Librarian and

	Assistants,	-	-	\$ 4,133 81	
"	"	books,	-	-	2,909 03
"	"	periodicals,	-	-	526 72
"	"	binding,	-	-	927 51
"	"	printing and stationery,	-		425 70
"	"	sundries,	-	-	482 81
"	"	interest on mortgages,	-		900 00
"	"	salary of Sec. and Treas.,		100 00	\$13,175 21
					<hr/>
Balance, March 10th, 1897,					29 12
					<hr/>
					\$13,204 33

Respectfully submitted,

FREDERIC H. ROBINSON,

Treasurer.

FINANCE COMMITTEE.

Extract from report presented and read at the stated meeting of the Board of Managers held March 16, 1897:—

"The Finance Committee report having audited the accounts of the Treasurer for the past year and have found them correct. Balance in his hands, \$29.12.

WALTER D. BUSH,

WM. P. BANCROFT,

VINCENT G. HAZARD,

Committee."

PROPERTY COMMITTEE.

To the President and Board of Managers, Wilmington Institute Free Library :

Your Property Committee respectfully report that the property has been kept in good repair during the year.

The expenses for the year were as follows :

For Fuel,	-	-	-	-	-	\$657 09
" Light,	-	-	-	-	-	724 80
" Insurance,	-	-	-	-	-	411 25

For Janitor, - - - - -	\$ 480 00	
" Repairs, - - - - -	357 21	
" Alterations, - - - - -	114 44	
" Water Rent, - - - - -	24 84	\$2,769 63

The receipts were as follows :

From rents, - - - - -	\$5,565 65	
" insurance dividends, - - - - -	27 48	\$5593 13

All the offices and stores, with one exception, are rented to good tenants.

Respectfully submitted,

WILMER PALMER,
LINDLEY C. KENT,

Committee.

April 20, 1897.

COMMITTEE ON LIBRARY AND READING ROOM.

To the President and Board of Managers of The Wilmington Institute Free Library :

The Committee on Library and Reading Room reports that during the year just closed it has met regularly, and with the aid of the Librarian prepared the lists of books presented to the Board for purchase. About \$3,000 has been expended in the purchase of new books. It has been our policy to systematically build up one department at a time. We also endeavor to procure the best of the current literature and such other suitable books as our patrons may request. We believe that the character of the literature requested and recommended by the Committee has been both wholesome and attractive.

It is gratifying to note that there is a growing demand for books of reference and standard works which are used by students and the more thoughtful of our patrons. Pupils in the higher classes of the schools of Wilmington are beginning to appreciate the privileges the Library offers them. By a change in the arrangement of the cases a larger space has been set apart for those who desire to read and study at the Library tables.

The periodicals on our files represent very fairly the best in various departments and also the different sections of the country.

A year ago a proposition was made by the Trustees of the Rockford Library to turn over to The Wilmington Institute Free Library its library of 1000 or more volumes to be made a branch thereof. The proposition included the use of the library room and fixtures at Rockford, lighted, heated and kept in repair free of cost and a payment of \$250 toward defraying the cost maintenance. The Board accepted the proposition for one year with the expectation that at the end of that time intelligent action could be taken.

It is gratifying to us to report that the Rockford branch has been largely patronized and the circulation of books has steadily increased. The card holders are not confined to residents at Rockford but come from the Highlands and other adjoining districts.

We have so far been able to supply books from our own shelves to supplement the books which belong there. We believe that we may safely continue the arrangement to the advantage of the Rockford branch and ourselves.

When the Library becomes stocked with a sufficiently large number of good books and has the means, other branch libraries should be started and the experience gained at Rockford will be valuable in organizing others.

The increase in the amount appropriated for books during the past year has been appreciated and is shown in the increased number of volumes purchased. We hope that still larger appropriations will be made year by year to meet the needs for books and of a larger force required for distribution.

The services of the Librarian, assistants, and all the attendants have been efficient and satisfactory.

The Committee desires to express its appreciation of the same.

Very respectfully,

ISAAC T. JOHNSON,
ELLWOOD C. JACKSON,
D. W. HARLAN,
JOHN R. FIELDS,
WM. MICHAEL BYRNE,

April 16, 1897.

Committee.

Report of the Librarian.

To the President and Managers of The Wilmington Institute Free Library:

The Librarian has the honor to make the following report for the eleven months from April 1, 1896, to February 28, 1897, being the third report issued since the Library was made free. The time covered by this report has been cut down to eleven months in order that the Library fiscal year and the financial fiscal year may hereafter coincide, both beginning on the first day of March.

ACCESSIONS.

The additions as per accession book amounted to 2,911 volumes; of which 2,751 were by direct purchase, 117 by the binding of periodicals received by subscription, and 43 by gift. To the latter should be added 114 volumes of U. S. government publications, which like all the rest of our Public Documents have not as yet been accessioned. These swell the total additions to 3,025 volumes. Ninety-seven volumes were worn out and cast aside, leaving a net increase of 2,928 volumes. Of the 97 worn out books, 86 were replaced; the other 11 were either undesirable or out of print. In its purchases the Library has kept well abreast of the best current publications. It has not attempted to buy rare, or beautifully illustrated works, but has preferred rather to make its major purchases from month to month in such departments as the Library was least able to meet the demands made upon it. With this end in view 660 volumes of standard English fiction in the well known Tauchnitz edition, bound in half red morocco, were added in the summer; in October and November the money question occupied our chief attention; in December 170 volumes of extra copies of juvenile books contained in Handbook No. 2 were found to be necessary; in February our attention turned to American literature and 189 volumes were added; and throughout the year 96 volumes of periodicals were purchased toward the completion of imperfect sets.

The gift book shows that the Library received a total of 184 bound volumes, 272 pamphlets, and 604 numbers of periodicals.

The major part of the discrepancy between the total donations of bound volumes as given here and as given above is immediately accounted for by the 114 volumes of Public Documents not accessioned. The record is still further complicated by the fact that periodicals given in numbers have been bound; and further, as in the case of the reports of the City departments, that bound volumes and pamphlets have been rebound into larger volumes, or are still awaiting completion to be bound.

Notable among the donations were 10 years of the Youth's Companion, in original numbers, nearly complete, from Mrs. W. Bradway; 12 bound volumes from I.T. Johnson; from Mr. J. F. Miller, Brackenridge's "Modern Chivalry," printed in Wilmington in 1825; and files of the reports of the city Board of Education, Board of Health, Street and Sewer Department and Water Department.

A detailed exhibit of accessions is given in table A, and of donations in table D.

REGISTRATION.

Reader's cards were issued during the 11 months to 1,634 new borrowers; of whom 1,446 applied at the Institute Library and 188 at the Rockford branch. The average total registration per month was 149; the lowest was 60 (June,) the highest 335 (November). The total number of reader's cards issued up to the end of February 1897 was 10,761, of which 338 had been cancelled. This left 10,423 cards in force on the above mentioned date. Altogether 414 cards have been issued to non-residents. The number of teacher's cards issued was 44.

On February 12 reader's cards began to expire by limitation of time. Up to the end of the month cards No. 1 to 4,145 became void. Of these, the following have been extended for another period of three years:—city adults, 916; city juveniles, 180; non-resident adults, 39; non-resident juveniles, 1: city juveniles became adults, 44; non-resident juveniles became adults, 2; total 1,182.

The registration by months may be found in table C.

CIRCULATION.

The circulation at the Institute Library for eleven months amounted to 133,842 volumes, of which 57.1 per cent. was adult

fiction and 31.5 per cent juvenile books of all classes. The daily average for the whole time was 474; monthly average 12,167. The increase of the former over the preceeding year was 37; of the latter 714. The smallest day's circulation was 225 (February 2); the largest 1,260 (January 16). The smallest month's circulation was 10,076 (July); the largest 16,141 (January). By the months the lowest daily average was 387 (July); the highest 620 (January). The number of reserve notices sent was 2,565; fine notices 2,619. The amount received from fines was \$384.94. If to the circulation at the Institute library (133,842) be added that of the Rockford branch from the opening May 4 to the end of February (4,209) we have a total circulation for 11 months of 138,051. This is strictly circulation for home use.

The percentages of books circulated from the Institute Library in the various classes are almost identical with those given in the two preceeding reports. As compared with the percentages for the year 1895-96 slight variations one way or the other of one, two, and three tenths of one per cent. are to be observed in half a dozen classes. The only difference worth specifying is an increase of six tenths of one per cent. in fiction. When it is understood that during the past eleven months the Library's stock of fiction has been increased a third, and that the whole department has been constantly in active circulation, the wonder is that the increase in per cent. was so small. The two popular departments of fiction and juvenile have together been increased a third; they have sustained during the 11 months of this report a circulation almost equal to that of the preceding 12 months, and yet the ratio of percentages for all classes is scarcely affected. Of course the Library has added new books to the other departments, and they have circulated. But after all allowance is made, it is undoubtedly true that our fiction circulates itself and other books too. I believe this is the uniform experience of libraries with open shelves and the two book system.

In the report for 1895-96 it was shown that each book in fiction and juvenile went out on an average 27 times during the year. This was obviously excessive. During the past 11 months substantial additions have been made to these departments, whereby the average number of times each book circulated has been reduced

to 19. This is better, in that a larger stock of books is always on the shelves for the reader to choose from; and is perhaps not excessive. The Library buys books to have them used; and the more they are used the better.

The "fiction problem" greatly exercises many people both outside and inside of libraries. The fact remains however that there is plenty of fiction that is well worth reading, and that people want to read. The character of our fiction shows that great care has been exercised in its selection in years past; and during the past 11 months the standard has been put higher than ever before. When a book has been adjudged worthy of being placed on our shelves, whether it be fiction, or juvenile, or theology, or reference, I believe enough copies should be provided to meet the constant, healthy demand. In the case of fiction, in particular, put the standard high, and then provide so many duplicates that there shall always be one copy of each book on the shelves to meet the demand of the reader who knows what he wants, and to be a constant invitation to the merely careless reader to read a good book. This condition of things we are far from having attained unto.

In December 125 volumes were deposited in the Kingswood Chapel, near the Pullman works, where they still remain. These books are under the charge of the Associated Charities to use as they see fit. No account of them has been taken in the record of our circulation. The Library could do much good by depositing in various parts of the city other such collections, under similar conditions. But it would be impossible to make up even one more from the books we now have without seriously crippling the central library.

A detailed exhibit of the circulation by classes may be found in table B; and by months in table C. In table E the circulation of the three years since the Library was made free has been recapitulated to correspond with the new fiscal year beginning March 1. It will be seen from this table that the circulation at the Institute Library alone for the 12 months ending with February 1897 shows an increase of 9,865 volumes over the preceeding 12 months; and if we include the circulation at Rockford the increase is 14,074 volumes. From the time the Library was made

free, February 12, 1894, to the end of February 1897, 435,129 volumes have been circulated.

BINDING AND REPAIRS.

During the eleven months 20,874 volumes passed through the Library's work-room. About 4,500 of these were new and re-bound books into which plates, pockets, etc. were pasted; the rest represents repairs more or less extensive incident to the wear and tear of circulation. Altogether 1,642 volumes were sent to the bindery; of which 267, mostly periodicals, were bound for the first time, and 1,375 were re-bound.

As the last report was being written the matter of binding was under discussion. After careful comparison of materials the linen finish book cloth manufactured by The Joseph Bancroft & Sons Co. of this city was adopted, for the re-binding of fiction and juvenile books especially; American Russia being retained for the periodicals and larger books. The year's test of the linen finish cloth has abundantly proved that as regards both appearance and wearing qualities no mistake was made in selecting it. At the same time a saving of 20 cents per volume has been made from the cost of the binding previously put on.

CARD CATALOG.

The card catalog, on which only a little work had been done when the last report was made, has been extended backwards to include all the books not in the Finding-list, and all the re-bound books, whether in the Finding-list or not; and forwards to include all the current accessions. Besides these, all the bound volumes of periodicals, aggregating some 3,400 volumes in 90 different sets, have been accurately catalogued and shelf-listed. Disregarding these periodicals 4,286 volumes have been catalogued. A total of 8,771 cards, representing 3,089 titles, have been added to the catalog. At the end of February the catalog contained 10,111 cards representing 3,467 titles. The catalog was opened to the public July 29. Soon after, the subject cards of the old card catalog were made available for public use. So that we have in two alphabets of cards a complete subject index to the Library. Of course as new cards are made for books the old ones are thrown away. The old catalog is thus gradually being replaced by the new.

A detailed showing of the catalog work may be found in table C.

READING AND REFERENCE ROOMS.

The Library receives 140 periodicals by purchase, and 15 by gift. There are 22 dailies. The number of visitors to the reading room has been obviously larger than it was a year ago.

The reference room also became over-crowded. For this reason and also because it was out of sight, it grew to be noisy and unfit for study. To obviate this difficulty it has been decided to remove the cases in front of the reference room and run a line of new cases down through the middle of the main room, toward Shipley street, thus throwing the reference and magazine reading rooms into one, and separating both from the newspaper reading room, the juvenile alcove, and the delivery desk. This change had not been made up to the close of this report, but has been in effect some time at this writing and proves to be a decided improvement. In August I established my own desk in the southeast corner of the main room, as it then was, where I had a more immediate oversight over the whole Library, and was directly accessible for reference work. By the new arrangement my desk, without being itself moved, commands the reference and magazine reading rooms.

As occasion has demanded shelves of books have been set apart in the reference room for the New-Century Club, Sunday School Teachers, Public School Teachers, the High School, Friends' School, and on subjects in which there was a special interest. The use of the reference room by the pupils of the public schools is increasing. During the week ending October 12, the teachers reported that the 2,315 pupils in the high and grammar schools made 288 reference visits to the Library; one half of which were by the 499 High School pupils.

JUVENILE DEPARTMENT.

In October the children's books were moved from their old cramped quarters near the entrance to the large alcove in the north end of the main room between fiction and the work-room. Here there is room for all the juvenile books and periodicals without any book being beyond a child's reach. In the middle of this

alcove are two large tables with chairs; and during busy hours the overflow fills the whole space between the delivery desk and the newspaper racks. The present arrangement is very satisfactory. The children are drawn to one portion of the Library, as far away as possible from the reading and reference rooms, greatly to the comfort of older patrons; and the alcove itself being open on the side toward the delivery desk is under the immediate oversight of the attendants there. Speaking approximately the Library has 4,000 juvenile card-holders, only half as many juvenile books, and circulates each month twice as many juvenile books as it has, or one to each card-holder. Of course many more books are needed; and not so much new titles as more copies of thoroughly good books that we already have.

THE LIBRARY AND THE PUBLIC SCHOOLS.

The demand for technical literature on the part of teachers, and students of the training school has been larger than the Library could adequately meet, with its other pressing needs and limited funds for buying new books. Considering that teachers alone use such works, I believe the Board of Education could very properly and very profitably appropriate a lump sum for the immediate strengthening of the subjects of education, pedagogy and psychology, together with a small annual allowance for the addition of current publications; these books to be working tools for the use of teachers.

The good results attendant upon the distribution of Handbook No. 1, as recorded in the last report, were so manifest that the compilation of Handbook No. 2 along the same lines was a foregone conclusion. Handbook No. 2 contains twice as much matter as No. 1, and entirely supersedes it. Unlike its predecessor it contains no fiction, but covers a very much wider range of subjects. It made a pamphlet of 32 pages $2\frac{1}{2}$ by $4\frac{1}{2}$ inches. It was printed from linotype, and the forms are still standing. The edition of 3,000 copies was immediately exhausted by distribution through the schools, to libraries, and to individuals. There have been a good many requests for it from all parts of the country.

ROCKFORD BRANCH.

Since May 4 the old Rockford Library and Reading Room, containing about 1,500 volumes, has been operated as a branch of this Library. It is open from 7 to 9 each week-day evening. Up to the end of February 188 new borrowers registered, and 63 old borrowers at the Institute Library, mostly residing west of the B. & O. R. R. tracks, had their cards endorsed so that they could draw books from the branch. So that at the end of February 251 persons were entitled to use the branch. Half of these live outside of the Rockford neighborhood at distances of from a half to three quarters of a mile from the library. That so many people are anxious to walk so far over dimly lighted streets to use so small a library indicates very plainly what use would be made of a well equipped branch, centrally located.

The circulation for the ten months ending with February shows a steady growth, and amounted to 4,209 volumes. Of this total 1,758 volumes were Institute books, of which a shelf or two are kept there, being constantly changed as demand and use indicate.

A detailed exhibit of the circulation and registration may be found in tables B and C.

CITY PAPERS.

I have again to bear witness to the many favors shown the Library by the local papers. The editors of the Every Evening, the Morning News and the Star have freely given space not only to news items relating to the Library, but also to lists of new books and lists on special subjects. The first two papers have regularly copied lists of new books from each other in order that they might present them all to their respective readers. The generosity of the press thus affords an admirable medium of communication between the Library and its patrons.

LIBRARY STAFF.

When the Rockford branch was opened it was found desirable to get as attendant in charge a young lady residing in that neighborhood. Such person was found in Miss Anna M. Sayers. Miss

Sayers is also employed at the Institute Library 5½ hours each day. During the summer the necessity for a cataloger became more and more urgent. The Library was exceedingly fortunate in securing for this important position Miss Helen Marot of Philadelphia, a graduate of the Library Training School of the Drexel Institute, who both by natural qualifications and training is admirably fitted for this work. Miss Marot entered the Library early in August. With her has been associated from the first in the work of cataloging Miss Irene D. Hillegas as accession clerk and typewriter, who was transferred from the circulating department. While your Librarian has exercised a general function of supervision and revision, it should be remembered that the new card catalog is constructively their work, and to them belongs the credit; to the former for its subject matter, to the latter for its appearance.

In September Miss Lummis, a regular attendant at the delivery desk, and Miss Burki a substitute, exchanged places. In November David M. Hillegas who had served the Library faithfully and acceptably for a year and a half resigned to enter other employment. His place was filled by Samuel Eastburn, who in the four months he has been in the Library has already proved himself to be exceedingly efficient.

In September your Librarian attended the conference of the American Library Association held at Cleveland.

The routine work of the Library has been systematized perhaps as much as possible in a library of this size, and the efficiency of the staff as a body of co-workers has thereby been greatly increased. An especial word of praise should be given to the attendants at the delivery desk. It is with them alone that most people come in contact; and upon their alertness and tact and courtesy depends, more than upon anything else, the success or failure of a free public library.

Respectfully submitted,

WILLIS F. SEWALL,

April 9, 1897.

Librarian.

TABLE A—ACCESSIONS.

Fiction	1,154
Juvenile	496
General	7
Philosophy	20
Religion	89
Sociology	169
Philology	2
Science	53
Useful Arts	51
Fine Arts	38
Literature	288
Travel	40
Biography	74
History	87
Reference	61
Periodicals	282
	<hr/>
	2,911

TABLE B—CIRCULATION.

INSTITUTE LIBRARY.	ROCKFORD BRANCH.				TOTAL.
	VOLUMES CIRCULATED.	PER CENT.	VOLUMES CIRCULATED.	PER CENT.	VOLUMES CIRCULATED
Fiction	76,384	57.1	1,111	26.4	77,495
Juvenile	42,179	31.5	2,172	51.6	44,351
Philosophy	440	00.3	6	00.1	446
Religion	941	00.7	45	01.1	986
Sociology	1,443	01.1	17	00.4	1,460
Philology	63	00.1	3	00.1	66
Science	718	00.5	10	00.2	728
Useful Arts	1,566	01.2	20	00.5	1,586
Fine Arts	922	00.7	6	00.1	928
Literature	3,350	02.5	97	02.3	3,447
Travel	2,047	01.5	135	02.0	2,182
Biography	1,804	01.4	82	01.2	1,976
History	1,895	01.4	50	03.2	1,945
Magazines			455	10.8	455
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Totals	133,842	100.0	4,209	100.0	138,051

Table C—Miscellaneous.

	April.	May.	June.	July.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Total.
Registration at Institute..	78	68	52	68	73	92	193	304	172	184	162	1,446
“ “ Rockford.	49	8	7	8	17	9	31	32	21	6	188
Total.....	78	117	60	75	81	109	202	335	204	205	168	1,634
Circulation at Institute..	10,871	10,156	10,220	10,076	10,485	10,654	12,933	14,022	13,737	16,141	14,547	133,842
“ “ Rockford.	113	210	215	285	260	358	588	729	795	665	4,209
Total.....	10,871	10,269	10,421	10,291	10,770	10,914	13,291	14,610	14,466	16,936	15,212	138,051
Repaired in workroom...	1,798	2,468	1,777	1,109	1,552	2,195	1,788	1,897	1,672	1,944	2,674	20,874
Bound, first time.....	32	31	9	23	41	8	9	22	11	6	75	267
Rebound.....	178	245	85	224	286	175	123	9	53	1,375
Reserve notices sent.	234	261	237	205	162	212	215	223	268	299	309	2,565
Fine “ “	312	273	286	234	225	201	209	244	201	216	218	2,619
Received from fines.....	\$41.47	\$42.73	\$42.00	\$34.00	\$38.52	\$36.06	\$29.39	\$31.07	\$32.92	\$26.60	\$30.18	\$384.94
Cards added to catalogue.	412	943	636	857	476	1,048	1,183	1,106	940	572	598	8,771
Titles catalogued	163	374	217	354	156	338	498	340	315	145	189	3,089

TABLE D.

LIST OF DONORS.

	Bound volumes.	Pam- phlets.	Periodi- cals
American conference on international arbitration	1		
Armour Institute of Technology		1	
Bancroft, W. P.	2		
Bangor (Me.) Public Library		1	
Betts, Alfred	2		
Boston Public Library		1	
Bowdoin College Library		6	
Bowling, John R.			52
Bradway, Mrs. W.			493
Bridgeport (Conn.), Public Library		1	
Brookline (Mass.), Public Library		4	
Brooklyn (N. Y.), Library		1	
Buffalo (N. Y.), Library		2	
Burnet, Donald Wilson	3		
Cambridge, (Mass.), Public Library		1	
Colby University		1	
Cooke, J. P.	1	1	
Cowpens Centennial		3	
Davies, Thomas A.	1		
Delaware College		3	
Delaware State Hospital		2	
Denver, (Col.), Public Library		1	
Drexel Institute, Philadelphia		1	
Grand Rapids (Mich.), Public Library		1	
Harlan, Dr. Caleb		1	
Harlan & Hollingsworth Co	1		
Harvard University	1	1	
Hasson, Miss Nellie	1		
Indian Rights Association, Philadelphia		1	
Jersey City (N. J.), Free Public Library		1	8
Johnson, Isaac T.	12		
Lawrence (Mass.), Public Library		5	
Lehigh University		1	
Leland Stanford Junior University		1	
Lutcher, Henry J.		1	
McCormick, Cyrus H.	1		
Marot, Helen	1		
Mass. Free Public Library Commission		4	
Mass. Institute of Technology, Boston		2	
Meserve, C. F.		1	
Miller, John F.	1		
Newberry Library, Chicago		1	
New Brunswick, (N. J.), Free Public Library		1	
New Haven, (Conn.), Free Public Library		1	
New York Free Circulating Library		2	
New York Mercantile Library		1	
New York Public Library		3	
New York State Library		1	
Nields, John P.	1		
North Adams, (Mass.), Public Library		1	
Northwestern University		1	
Osterhout Free Library, Wilkes-Barre	1		
Paterson, (N. J.), Free Public Library		1	
Peabody Institute, Baltimore		1	
Peoria, (Ill.), Public Library		3	

LIST OF DONORS.

	Bound volumes.	Pam- phlets.	Periodi- cals.
Philadelphia City Institute.....		1	
Philadelphia Library Co.....		1	
Portland, (Oregon), Library Assoc			5
Powell, R. F.....	2		
Pratt Institute, Brooklyn.....		1	
Prothonotary of New Castle Co.....	1		
Quincy, (Mass.), Public Library.....		5	
Reynolds Library, Rochester, N. Y.....		1	
Salem, (Mass.), Public Library.....		1	11
Scranton, (Pa.), Public Library.....		3	
Springfield, (Mass.), City Library.....		1	7
Smithsonian Institution, Washington.....	6	13	
Stokes, Anson Phelps.....	1		
Tulane University, New Orleans.....		1	
University of Michigan.....		1	
U. S. Government publications.....	116	135	
Wales, Mrs. J. P.....		2	
Waltham, (Mass.), Public Library.....		1	5
Walton, Mrs. E. T.....			23
Webb, Miss Anna.....		1	
Wilmington Board of Education.....	3	6	
" " Health.....		15	
" " Park Commissioners.....	1		
" Chief of Police.....		1	
" City Council.....	1	1	
" Street and Sewer Department ..	5	7	
" Water Department.....	17	1	
Wilson, Gen. James H.....		2	
Woburn, (Mass.), Public Library.....		1	
Worcester, (Mass.) Free Public Library.....	1	1	
Yale University.....		2	

Total gifts :

184 bound volumes.

272 pamphlets.

604 numbers of periodicals.

GIFTS TO THE READING ROOM.

Appeal, Elkton, Md.....	Publishers.
Christian Companion.....	Publishers.
Commerce.....	E. A. Van Trump.
Congressional Record [daily].....	Through Senator Gray.
Consular reports.....	U. S. Dept. of State.
Cook's Excursionist, N. Y.....	Publishers.
Delaware Churchman.....	Publishers.
New Church Messenger.....	Publishers.
Ohio Valley Manufacturer.....	E. A. Van Trump.
Our Dumb Animals.....	Publishers.
Patent Office Gazette.....	U. S. Patent Office.
Peninsula Methodist.....	Publishers.
Travelers' Official Guide.....	Wilmer Palmer.
Travelers' Record.....	Publishers.
Wilmington Daily Republican.....	Publishers.
" Evening Journal.....	Publishers.
" Every Evening.....	Publishers.
" Morning News.....	Publishers.
" Sunday Star.....	Publishers.

Wilmington Institute Free Library.

The Institute Free Library is established for the use and benefit of the inhabitants of the City of Wilmington. Its use is entirely free to all residents who comply with the rules made for the government of the Library. The Reading Room is free to all.

The circulating department is open from 8.30 A. M. to 9 P. M., on all week-days except Fourth of July, Thanksgiving, and Christmas.

The reading Room is open every week-day in the year from 8.30 A. M. to 10 P. M., from Sept. 1st to May 31st, inclusive; and from 8.30 A. M. to 9 P. M., from June 1st to August 31st, inclusive.